

Assisted Living Kickoff Meeting Notes

Office of Health Care Quality

Thursday, May 28, 2015 from 1:00 PM to 2:00 PM (PDT)

Rice Auditorium - Spring Grove Hospital, Bland Bryant Building - 55 Wade Ave - Catonsville, MD 2122

Welcome:

Dr. Nay welcomed everyone.

Office of Health Care Quality (OHCQ) staff were introduced.

- Dr. Patricia Nay, Executive Director
- Amanda Thomas, Health Policy Analyst for Regulatory Affairs
- Carol Fenderson, Deputy Director of State Programs
- Chrissy Vogeley, Chief of Staff
- Gwen Winston, Quality Improvement Coordinator
- Rachele P. Pierre-Mathieu, Medical Director

Regulation Review Process:

Amanda stated the objective of the meeting, “to provide an overview of our regulation review process and let our stakeholders know the various ways they can participate”. Specific regulatory questions will not be addressed at the kickoff as those will be discussed at the three stakeholder meetings in the fall.

Draft

- The draft is available on the OHCQ website.
- The version dated 5/20/15 is the draft that will be used in this process.

Timeline:

- This process will run from May 2015 through December 2015.
- May-Kickoff
- June- One-on-one meetings
- July- OHCQ preparing for stakeholder meetings.
- August, September, October- Stakeholder meetings/public forums
- November and December – OHCQ revises and finalizes draft

Dates to remember:

- One-on-One Meetings
 - June 1, 2015 – June 25, 2015
- Public Forums
 - August 20, 2015 (Sections: .01 - .20)
 - September 10, 2015 (Sections: .21 - .40)
 - October 1, 2015 (Sections: .41 - .64)

Communication:

- In-person
- Webinar
- Website
- Phone
- Email

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Comment Opportunities:

- Phases to submit comments
 - Informal- Occurs before promulgation
 - Comments submitted directly to OHCQ
 - Electronic comment form
 - Individual meeting request
 - Stakeholder Meetings
 - Formal- Occurs after promulgation
 - Comments submitted to Department of Health and Mental Hygiene
 - 30 day comment period
- How to submit comments
 - Include page number, regulation number, section, subsection, paragraph, subparagraph and requested change.
 - Examples were given in the presentation to assist in formatting the comments for submission.
 - Tips for reviewing the proposed draft were shared in the presentation. The use of brackets [], (text unchanged), *italics* to denote changes in the regulation were reviewed with the group of stakeholders.

Key Takeaways:

OHCQ encourages anyone interested in participating in the process to visit the website for additional information and to subscribe to our email list to stay up to date.

[OHCQ Web Link](#)

[OHCQ Email Subscription](#)

Stakeholder Questions:

Can we submit comments on particular COMAR sections without using your forms, if we use the correct legal reference format? I'm more concerned about room to express the change.

No, we ask that everyone use the forms as they are time stamped and provide proof of receipt. The forms allow for a large amount of text to be submitted, you will definitely have enough space.

What is the process for implementation of input provided?

All input is compiled by Amanda. Once compiled all comments are reviewed by the OHCQ team of subject matter experts. Research is conducted into current standards, what other states are doing, as well as any best practices.

Will we know who the subject matter experts?

Yes, they are the staff listed in the presentation and present today.

Suggestion to use a poll to solicit input.

Thank you for the suggestion.

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Is this current version the same as the previous versions? Will we need to read this one?

To avoid confusion, the currently posted draft dated May 20, 2015 will be referred to as the first draft. The "first draft" is slightly different than the previous versions that may have been circulated, due to changes in formatting. As time passes regulations become out of date and things that made sense years ago, may no longer make sense. Every few years its good practice to review the regulations for clarity and for any out of date requirements.

As we are starting a new process, we want everyone to begin with the same version. We encourage everyone to review the currently posted draft.

Draft doesn't incorporate the new federal regulations. Will this be included?

OHCQ will hold on making any changes until the decision from federal government has been made.

How will all stakeholders be informed of future meetings? Some didn't know of meeting today. Will a mailing be done?

OHCQ doesn't have the resources to do a mailing, however if you let us know ways we can connect with others we will follow up and attempt to contact everyone that is interested. All of our information is on the website and we invite everyone to take a visit.

Suggestion is to send information to coordinators of the counties.

Thank you for the suggestion.

When will second draft be available?

After public and private meetings a second draft will be provided for review.

Were fire marshals included in the process because we get different requirements from them than from OHCQ.

Everyone who wants to participate in the process is invited. Please share our website with them and share their contact information with us.

What is target date for final draft completion?

December 2015

Do they need to be presented to the legislature to be passed?

OHCQ presents the proposed draft to Department of Health and Mental Hygiene to complete the promulgation process which includes final approval by the Joint Committee on Administrative, Executive & Legislative Review.

Is there any plan to involve the Board of Nursing?

Yes.

Will there be training on the newly adopted regulations?

Once revised regulations are adopted we will conduct outreach and provide opportunities for trainings to let everyone know of the changes.

There are things not in the current regulations that providers are being held accountable for by surveyors.

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Participant instructed to follow up with Carol Fenderson, Deputy Director of State Programs to provide specifics.

Will the PowerPoint be available on line?

Yes on the Assisted Living regulation review webpage. [Click here for link.](#)

Will we all be able to see all the comments entered?

Yes, you will have the opportunity to review the form prior to submission.

Yes, all stakeholders will be able to see a compilation of comments submitted following revision of the draft.

Attendance Report:

Attendees joining by Webinar		
Adeleke Ibironke	Inette Dixon	Melinda Csorba
Akinjide Adewoye	Jane Harmon	Melissa Stewart From Olney
Alana Wolfe	Jane Wessely	Assisted Living
Albertha Coley	Jay Lee	Melissa Woodward
Alice Leonard	Jean Levin	Michelle GI
Amanda Baker	Jeanne Leonard	Michelle Rosenheim
Amelia Saydee	Jeff Brown	Mindy Sowell
Angela Cox	Jen Drescher	Nancy Reburn
Angelique Brown	Jennie Banner	Natalie Wesley
Anne Arrington	Jennifer Gibson	Pam Harris
Arlene Danne	Jennifer Riberkof	Pamela Grzyb
Betsy Miller	Jill Schumann	Patricia Anderson
Bintou Goumballa	Johana Walburn	Patricia Ferguson
Brenda Roup	Juana Mcadoo	Patty Palmer
C Jackson	Judy Tarquini	Phil Golden
Carlette Allen	Kacey Troyer	Phyllis Johns Smith
Catherine Njuguna	Karlayne Parker	Polly Kromhout
Catherine Renaud	Kathy Miller	Rachel Langton
Charity Oli	Kathy Tyler	Rebecca Vanamburg
Claudette Feggins	Kim Burton	Rebecca Zick
Colleen Dombroskie	Kim Carter	Robin Burch
Corrina Bailey	Kimberly Malin	Robyn Elliott
Dan Shattuck	Kristen Neville	Rosalind Jones
Dana Mozer	Krystal Caulk	Rosanne Hanratty
Darlene Stouts	Linda Elben	Sarra Gillespie
Deanna Lawrence	Lindsay Williams	Sharonda Fajimolu
Debbie Gebhardt	Lisa Hines	Sherrie Kirtz
Dennaia Carter	Lois Bowers	Stacie Macdonald
Ed Steere	Lorraine Nawara	Stevanne Ellis
Gail D. Marshall	Margaret Muth	Susan Hirsch
Gayle Walter	Mark Wood	Susan Robbins
Gena Conron	Marlana Hutchinson	Susan Rodgers
Gretchen Moshier	Martha Sadler	Tamara Layne

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Gwen Winston	Marty Roach	Tim Mayer
Hawa Kamara	Mary Berry	Zelma Imoke
Hester Bausback	Mary Dent	
Holly Larson	Mary Helen Mcsweeney-Feld	
	Maya Garrett	

Attendees joining in-person		
Altavia Little	Julie Kennedy	Ruth Rich
Ann Patterson	Karin Lakin	Sasha Alexander
Anne Hurley	Kate Ricks	Shannea Weldon
Anthony West	Kazim Parker	Sheila Cason
Ayana Foreman	Kim Meekins	Sherifia Howard
Bobbi Tayman	Kristin Evans	Sister Irene Dunn
Brenda West	Lakisha Wheller	Susan Boettger
Christine Ogden	Lance Hogue Jr. RN	Susan Chrissley
Clare Whitbeck	Latonya Richards	Susan Eddy
Danna Kauffman	Lisa Height-Gross	Susan Shelton
Demetrius Brockington	Lorrain Newborn-Palmer	Susan Tandy
Donna Young	Lucy Dobson	Tamica Anderson
Dr. Crystal Greene	Lynnette Walsch	Theresa Morer
Edwina Murray	Margaret Geoge	Thomasere Landers
Elaine Yozsa	Marie Savage	Vernon Holmes
Gacintha Baldwin	Mitch Shapiro	Veronica Carroll
Gillian Luke	Nancy Ferrone	Yvette Mcarthur
Heather Zeiss	Pat Younger	
Helen Jensen	Patti Madigan	
Ingrid Lewis	Penny Alston Lindsey	
Irene Bayer	Phyllis Mcshane	
Jennifer Jackson	Rodney Boyd	
Joann Carnathan	Rosann Derosier	